

OL/Recd/Project

DISPATCHCLASSIFICATION
SECRET

PROCESSING ACTION

MARKED FOR INDEXING

25X1A
 TO **Chief of Station, [REDACTED]**
 INFO.
 FROM
 SUBJECT **Chief, Real Estate & Construction Division, OL**

NO INDEXING REQUIRED

ONLY QUALIFIED DESK
CAN JUDGE INDEXING

MICROFILM

25X1A **Design and Construction Progress Report. Information concerning**
 ACTION REQUIRED REFERENCES

25X1A REF: [REDACTED] 9963 of 3 February 1965

1. Subject report submitted by the reference is appreciated and will be of great assistance in briefing Headquarters personnel. The following information is forwarded in response to the questions contained in the reference:

a. Project Cost - It is not considered necessary that the costs of O/E, OPM, and construction agency design, engineering, reproduction, supervision inspection, and overhead be included in the report at this time. Headquarters can estimate those costs based on data and/or fixed percentages available from [REDACTED] at the Headquarters level. It is, however, considered desirable to include the award amounts of construction contracts and A/E contracts in subject report where possible. When change orders are issued to A/E or construction contracts, the total contract amount should be revised accordingly and the new contract amount indicated in the A/E column or under the bar graph (for construction contracts) in subsequent monthly reports. It is not considered necessary that "in-house" design costs by construction agencies be reported. The aforementioned comment on fixed percentages available at the Headquarters level would also apply to such "in-house" design costs. The fact that the design is being accomplished "in-house" should be noted in the A/E column with the name of the agency accomplishing the design. Reporting of projects may be discontinued once the project is complete and the total A/E and construction contract costs including change orders are reported when a project is complete and the aforementioned costs recorded in the report, an indication should be made in the remarks column to the effect that "Project complete and final costs reported. This is last report on this project."

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CROSS REFERENCE TO		DISPATCH SYMBOL AND NUMBER [REDACTED] 4708	DATE 19 FEB 1965 15 February 1965
		CLASSIFICATION SECRET	HQS FILE NUMBER
ORIGINATING			
Distribution: 1 - OL Registry 1 - FE/Log ① - OL/RECD/Project 1 - OL/RECD/CEB/Chrono		OFFICE OL/RECD/CEB	OFFICER — TYPIST [REDACTED] cb
COORDINATING			
OFFICE SYMBOL FE/Log		DATE 15 Feb. 65	OFFICER'S NAME (Telecoord JDK)
OFFICE SYMBOL DD/L			

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b. Projects in Planning - It is desirable that the columns entitled "Location and Project" and "Remarks" be completed for projects in the planning (pre-authorization) stage. It would be most helpful to have the Cdx included in the "Remarks" column. It is considered that planning entries such as those made in the report attached to the reference are adequate.

c. Quarterly Summary Sheet - It is intended that your submission of the Quarterly Summary Sheet referred to in [REDACTED] 4477 be discontinued. The Quarterly Summary Sheet will be continued at Headquarters, but it is considered that subject report will provide sufficient information to allow accurate compilation by Headquarters personnel.

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2 - Addressees

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